

Special Note: The following is a summary of the Minutes taken from the Business Development Advisory Council meeting held on August 13, 2014, and does not necessarily provide a detailed verbatim transcription of the Minutes.

## **MINUTES**

### **BUSINESS DEVELOPMENT ADVISORY COUNCIL WEDNESDAY, AUGUST 13, 2014 9:00 A.M.**

**CLARK COUNTY GOVERNMENT CENTER  
500 S. GRAND CENTRAL PKWY  
4<sup>TH</sup> FLOOR, GOLD ROOM  
LAS VEGAS, NEVADA 89155**

#### **Members Present:**

Dianne Fontes, Nevada Minority Development Council, Chair  
Jane Lee, Jadon Foods, Vice-Chair  
Charles Ware, Innovative Health Education Solutions  
Leonard Hamilton, M.B.D.A. Business Center  
Marla Turner, The Blue Nevadan  
Miranda Richardson, IA3

#### **Members Absent:**

Ernest Fountain, Black Business Council (Unexcused Absence)  
Jill Rowland-Lagan, Boulder City Chamber of Commerce (Excused Absence)

#### **Clark County Staff**

Adleen Stidhum, Clark County Purchasing and Contracts  
Diana Escobar, Clark County Purchasing/Business Development

#### **Legal Counsel:**

Catherine Jorgenson, Clark County District Attorney's Office

#### **Guests:**

Amy Shaw, McCarran International Airport  
Eric Cole, Complete Utility Solution  
Jack Ochoa, Los Angeles USD SBE Council

**I. CALL TO ORDER**

**Dianne Fontes** called the meeting to order on Wednesday, August 13, 2014, at 9:07 a.m.

**II. OPENING CEREMONIES**

Silent invocation was conducted followed by the Pledge of Allegiance.

**III. CERTIFICATION OF COMPLIANCE WITH THE NEVADA OPEN MEETING LAW**

It was announced that the meeting was being held in compliance with the Nevada Open Meeting Law. The meeting was properly posted at the appropriate locations as listed at the bottom of the agenda.

**IV. PUBLIC COMMENTS:**

There were no public comments.

**V. INTRODUCTION:**

The members and guest introduced themselves.

**VI. NEW BUSINESS:**

**A. Approval of the April 9, 2014 Minutes**

The minutes were unanimously approved.

**B. Receive a presentation from Eric Franklin on the free legal services available to Small Businesses and Non-Profits**

The Council did not receive the presentation from Eric Franklin. He was not available to attend the meeting.

**C. Discuss applications for BDAC positions**

**Adleen Stidhum** mentioned that the two-year term for the current BDAC members will end on December 31, 2014. She is preparing the application and will advertise in September for 30 days. Once the applications are reviewed, **Adleen** will take the recommendations to the Board of County Commissioners in November.

**Dianne** encouraged the members to reapply and continue being of service.

**VII. OLD BUSINESS:**

**A. Receive a report from the following Subcommittees:**

- **Legislature** – **Marla Turner** said she emailed the report to the members in June. **Marla** reported that the Bill Draft Requests (BDRs) have started to flow into the Legislature, especially Assembly Bill 294, which they are working on the language. She said that the BDRs that have been submitted are updated every Friday on the Legislative website. Also, **Marla** reported that August is the last month for the interim committee meetings.

- **Marketing and Public Relations** –**Miranda** gave copies to the members of what they are looking for in the newsletter and website structure. **Miranda** requested a head shot and a short biography from each member and a brief greeting from the Chair and Vice-Chair to post in the first newsletter. She would like to have the photos and biographies within two weeks so that they can present a complete copy to the Council to review by the next BDAC meeting. Once the newsletter is approved, they will post on the website. To address the concern about sharing contacts, **Miranda** mentioned that they can program the BDAC page in a way that the members can send the newsletter directly from the BDAC website to whomever the members would like to send it to.

**Marla** said the Marketing team would like to hold a Subcommittee meeting before the next BDAC meeting to further discuss the final details needed for the newsletter.

- **Advocacy** – **Leonard** stated that the Advocacy team attended the meetings of the regions at the university regarding the stadium and spoke about the state program that deals with local, emerging small businesses and Tom Akers' program. As a result of attending those meetings, they found out that the Nevada System of Higher Education is exempt from having to use or part take from the Emerging Small Business (ESB) program. **Leonard** mentioned that they are helping the Nevada Department of Transportation (NDOT) become aware of contractors, suppliers and service providers through Tom Akers. He said that project Aurora will bring a lot of opportunities for the businesses inside NDOT. In regards to access to bonding and capital, **Leonard** mentioned that they have been in communication with a company that does contract loans. He said they would like the company to present to the Council to see how they can bring this resource to the construction businesses.

**Dianne** asked where the company is located. **Leonard** said the company is located in three states: Florida, Texas and California. **Dianne** thinks is a great opportunity and asked **Leonard** to work with **Jane** as she is in the Speaker Bureau Subcommittee. Also, **Dianne** requested to include the subcommittee's reports in the newsletter to let the community know about these programs and opportunities.

- **Speaker Bureau** – **Jane** invited **Eric Cole** to talk about his business. **Eric** has a small business and is a participant of the Business Opportunity Workforce Development (BOWD) program.

**Eric** gave a brief explanation of his company, Complete Utility Solutions, which opened on March 31, 2014. They manage the dry utility process as far as dealing with design, design review, contracts, contract review all the way up to meter sets dealing with NV Energy and Southwest Gas. **Eric** said that they have the ability to do right-of-way research and right-of-way documents. **Eric** has 25 years of experience in dealing with utilities and knows the design, contracting, property management and inspection process with the utilities. He oversees all project meetings, design reviews and coordinates with the customer ensure everything is good. **Leonard** asked **Eric** what kind of template he has in place. **Eric**

stated that they have the necessary paperwork that is needed. What the customer will see is a final design and a final contract. They take care of everything so that the client doesn't deal with the utility.

#### **B. Review Previous Purchasing Statistics**

The Purchasing statistics were emailed to the members two weeks prior to the meeting to give them opportunity to review.

**Jane** thinks the Council needs to find ways for the businesses to know about contracts and become a Tier 2 or Tier 3 suppliers if they can't do Tier 1 work. It will help the businesses get experience and bid on projects. **Dianne** said she is an advocate of Tier 2 and Tier 3 work and thinks it is a responsibility that BDAC has. **Jane** stated that there are many companies that have not signed up to get ESB certified.

**Dianne** wanted to know if Tom Akers has a section in the program to educate businesses on certification and signing up with Clark County and other agencies like NDOT. **Adleen** responded that she sends a congratulatory email as the businesses are being certified and invites them to go into Purchasing's supplier database to register or update their information to reflect that they are an ESB. Clark County has contracted with Akers & Associates, Inc. for another 2 years to continue the training program.

#### **VIII. PUBLIC COMMENTS**

**Jack Ochoa**, from the Los Angeles Unified School District Small Business Advisory Council, commented that he's been a champion for small businesses. He worked at Xerox and Aramark and his mission was to partner with small businesses. **Jack** is now with the School District for 15 years on their Advisory Council to help small businesses. They are the first agency in the state of California to no longer do low bid and work with best value with a score card of 15 points for small business strategy. **Jack** mentioned that every six months they have a boot camp to train people on how to do business with them. **Jack** said that 45 percent of business in the area of construction is done by local small businesses within the County of Los Angeles. He encouraged BDAC and Purchasing that they have 200 hundred businesses that can receive opportunities. **Jack** offered his help to continue including small businesses. **Dianne** commended Jack and thanked him for his comments.

**Amy Shaw** made a comment about the BOWD program and the certification. When Mr. Akers brings his class to the Airport, they do a session on certification. **Amy** said that there are 5 agencies with a certification program. She created a logo that the Nevada Unified Certification Program (UCP) agreed to let people know they are one agency that helps with certification. **Amy** announced that McCarran Airport and the Regional Transportation Commission (RTC) are getting ready to embark on a disparity study, which is a 16 month process they would like to complete this year. The consultant they hired is BBC Research, Inc. who was involved with NDOT's disparity study.

**Adleen** congratulated Jadon Foods. **Jane** will be providing catering for BDAC and RBDAC meetings and for the 2015 Meet Your Customer Day. **Adleen** stated that she solicited for catering and promotional items but very few businesses responded to the request. The companies who received the quote were taken from the Clark County Business Development Education Program and all the way to the last BOWD class. **Adleen** will bring a report in October to follow through and figure why the businesses are not responding. Also, **Adleen** announced that February 19, 2015, is the Governor's Conference that's going to be held in Las Vegas and Clark County Purchasing will be an exhibitor. **Adleen** has been asked to serve on the panel to talk about Clark County at the Committed to our Business Community event held on Thursday, September 25, 2014. She mentioned that the BOWD program has been restructured and is currently going through the applications. She is looking for businesses that have never done business with Clark County. The number of participants is 15 students so that it's more personal. **Adleen** said that they can't guarantee business, but the intent is to allow the businesses get into the Bid and RFP process.

**Jane** asked if the Council can refer businesses that can benefit from the program and help them grow. **Adleen** requested the Council to recommend 5 companies.

**IX. NEXT MEETING: Wednesday, October 8, 2014, 9:00 a.m., 4<sup>th</sup> Floor, Gold Room, Clark County Government Center, 500 S. Grand Central Parkway., Las Vegas, NV 89155.**

**X. ADJOURMENT**

The meeting was adjourned on August 13, 2014, at 10:17 a.m.

Date Posted: 8/6/2014